



INFRASTRUCTURE BOARD MEETING MINUTES

**Trinity City Hall Annex
6703 NC Highway 62
Monday, May 21, 2018
6:00 pm**

Members Present: Committee members: Chair, Andrew Davis, Charles (Tuck) Barber, and Curtis Connor.

Members Absent: Tony Collins

Council Liaison: Tommy Johnson

Others Present: City Manager, Debbie Hinson; Public Works Utilities Interim Director, Jonathan Cranford; City Clerk, Annette de Ruyter; Marc Allred, Planning/ Zoning Director and other interested parties.

1. Call to Order

Board Chair Davis called the meeting to order at 6:01 pm.

2. Pledge of Allegiance

Board Chair Davis led the Pledge of Allegiance

3. Invocation

Board member Connor gave the Invocation

4. Review, Amend if needed, and Approve Agenda.

Motion by Board member Connor to approve the Agenda as written. The motion was seconded by Board Chair Davis and approved unanimously with a vote of 3 ayes and 0 nays with Board member Collins absent.

New Business

5. Approve February 19, 2018 Minutes

Motion by Board member Barber to approve the minutes as written. The motion was seconded by Board Chair Davis and approved unanimously with a vote of 3 ayes and 0 nays with Board member Collins absent.

6. Utility Right-Of-Way Ordinance

Planning Director, Marc Allred discussed the purpose of the Right-of Way Ordinance.

- To provide proper management of the public Right-of Way in order to preserve the health, safety and welfare of the citizens of Trinity.
- Minimum installation of Curb and Gutter.
- Minimum installation of Road standards.
- The Utility ROW Permit will let staff know when, where and what is being performed in a City Street ROW.
- Covers all utilities: streets, poles, water lines etc.
- The city will be aware of when there will be road closures, curb or ditch cuts/fill in, traffic closures and let residents know ahead of time if possible.
- **Streets**
- Minimum pavement width is 22 feet.
- Minimum thickness of roads in residential subdivisions is 8 inches aggregate base course and 2 inches asphalt pavement surface.
- Minimum thickness of roads in non-residential development is 12 inches aggregate base course and 3 inches asphalt pavement surface.
- All other aspects of street design meet minimum NCDOT standards.
- **Curb and Gutter**
- Impervious % of development is greater than 24%.
- Property being developed is zoned RM (Residential Mixed) or RM-U (Residential Mixed- Urban).
- Average lot width less than 70 feet.
- Ribbon ditches are more expensive and Curb and Gutter require less maintenance.

- **Light Poles in New Subdivisions**

- A new light pole should be located at every intersection and at the end of the road.
- If a road is greater than 400 feet long without an intersection or dead end, then a light pole should be located at the mid-point.
- Customized light poles shall be maintained by the Home Owners Association.

- **Micro-Wireless Facilities**

- New technology is requiring smaller cell-towers that are closer together to handle future bandwidth.
- Current Ordinance covers large cell-towers and is not equipped to deal with this type of technology.
- Timeline on a micro-wireless facility application is 90 days.
- Aesthetically attractive poles that are pleasing to the community.
- Maximum permitted height is 40 feet.
- Minimum distance between poles is 100 feet.

Indiscernible antenna with concealed equipment and all cabling inside a hollow pole or camouflaged to be indiscernible from 250 feet away.

During discussion Council member Johnson expressed to add lines and fog lines.

A motion was made by Board Chair Davis to recommend to Council for approval the Utility Right-of-Way Ordinance with the addition of adding lines and fog lines to the roads. The motion was seconded by Board member Barber and approved with a vote of 3 ayes and 0 nays with board member Collins absent.

Closing Comments

7. Comments from the Board

None

8. Comments from Staff

- Public Works Utilities Interim Director, Cranford discussed the stop sign issue in Colonial Village with Board Chair Davis. He stressed the signs would be repaired within the next week.
- City Clerk reminded the Board the Jacob Carroll pick up was scheduled for June 15, 2018 at 8:30.

9. Adjournment

Motion was made by Board member Barber to adjourn the meeting at 6:40 pm. The motion was seconded by Board member Davis and approved unanimously with a vote of 3 ayes and 0 nays with Board member Collins absent.